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**To:** [Career Deputy Assistant Administrators](#); [Leadership Deputy Associate Administrators](#); [Leadership Assistant Administrators](#); [Leadership Regional Administrators](#); [Leadership Deputy Regional Administrators](#); [Leadership Associate Administrators](#); [Leadership Deputy Assistant Administrators](#); [Deputy Regional Counsels](#); [Regional Counsels](#); [Regional FOIA Officers](#); [FOIA Coordinators](#); [Officers, and Alternates](#); [EPA FOIA Community](#)  
**Cc:** [Chaudhary, Dimple](#); [Hope, Brian](#); [Siciliano, CarolAnn](#); [Joffe, Brian](#); [OGC NFO](#); [Vendinello, Lynn](#); [Gross, Louann](#); [Wachter, Eric](#)  
**Subject:** May 2021 EPA FOIA Backlog Report  
**Date:** Wednesday, May 5, 2021 10:54:02 AM  
**Attachments:** [image002.png](#)  
[image005.png](#)

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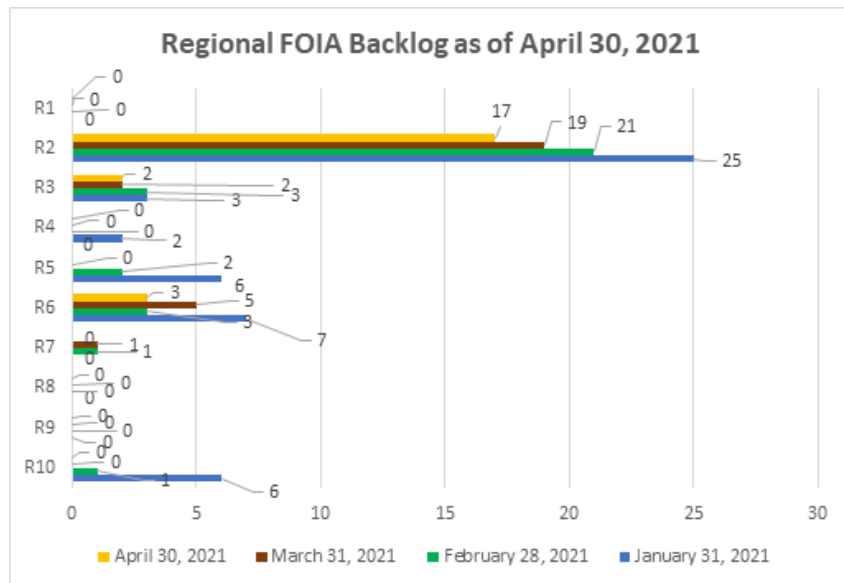
Colleagues,

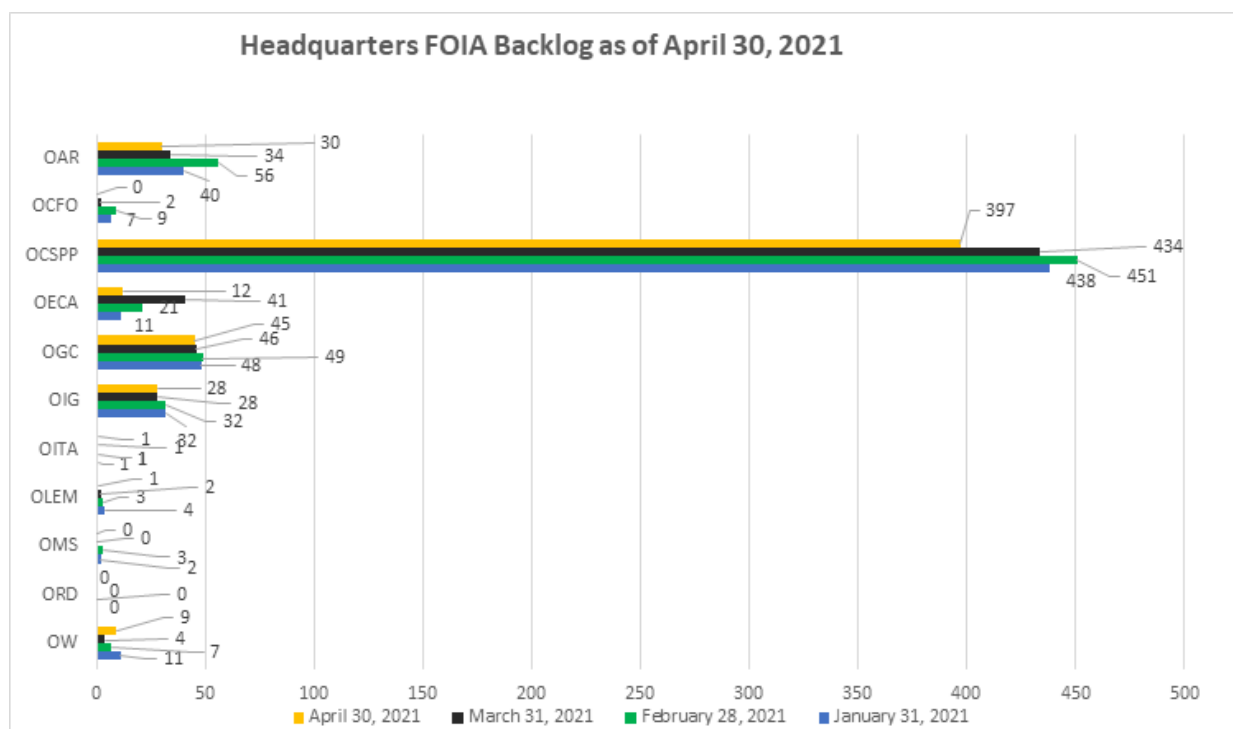
The Agency's backlog of overdue FOIA requests decreased significantly in April 2021. Overall, the Agency's backlog of overdue FOIA requests went down to 1,205 in April, from 1,321 at the end of March. This is a 13.6% reduction from the beginning of the fiscal year when the backlog of overdue FOIA requests was 1,395.

The Administrator's Office led the reduction by bringing its backlog down by 42. Significantly, OCSPP also brought its backlog down by 37, and OECA brought its backlog down by 29. Many offices are now successfully maintaining a very low backlog or no backlog. Congratulations for a zero backlog to OCFO, OMS, ORD and Regions 1, 4, 5, 7, 8, 9, and 10. Maintaining these low numbers is critical to the Agency's overall objective of reducing its FOIA backlog by half by the end of the fiscal year.

#### **End of April Overdue FOIA Data**

The charts below show the number of overdue FOIA requests in EPA headquarters program offices and the regions at the end of the most recent four months: April, March, February, and January 2021. The Office of the Administrator's backlog dropped to 660 at the end of April, down from 702 at the end of March.





For this report, overdue FOIA request is defined as a FOIA request pending for more than 20 working days as of the end of the month or beyond an applicable due date extension that has been documented in FOIAonline (by agreement, proper notice of unusual circumstances, or notice of clock stoppage for clarification or fee assurances that is recorded as a due date extension). Please note that this definition of the backlog is different from the definition required for the Agency's annual report to the Department of Justice, which does not take into account unusual circumstances extensions beyond 10 days or other statutorily authorized due date extensions documented in the FOIAonline tracking system.

The January data in this report was generated from FOIAonline on February 1; the February data on March 1; the March data on April 1; and the April data on May 1. If you would like to discuss the data, what additional data you would like to see reported, or to discuss ideas on how we can more rapidly reduce the Agency's FOIA backlog and more effectively meet the Agency's FOIA responsibility, please contact me at [epp.timothy@epa.gov](mailto:epp.timothy@epa.gov) or at (202) 564-2830.

Tim

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